

**TOWN OF DAVIE
TOWN COUNCIL AGENDA REPORT**

TO: Mayor and Councilmembers

FROM/PHONE: Herb Hyman/797-1016

PREPARED BY: Herb Hyman/797-1016

SUBJECT: Resolution

AFFECTED DISTRICT: All

ITEM REQUEST: Schedule for Council Meeting

TITLE OF AGENDA ITEM: SELECTION OF FIRM - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, SELECTING THE FIRM OF CRAVEN THOMPSON & ASSOCIATES, INC. TO PROVIDE A STORMWATER MASTER PLAN FOR THE T.O.C. AREA AND AUTHORIZING THE TOWN ADMINISTRATOR OR HIS DESIGNEE TO NEGOTIATE AN AGREEMENT FOR SUCH SERVICES.

REPORT IN BRIEF: The Town solicited competitive sealed proposals for providing a stormwater master plan for the T.O.C. area. RFP documents were sent to thirty-seven (37) prospective proposers. Additionally, the bid was advertised state-wide in Florida Bid Reporting and nationally in BidNet and also posted on the Town's web site. The Town received ten (10) responses. The selection committee short listed the top four (4) firms and invited them to make an oral presentation. Upon hearing the oral presentation from the four (4) firms, the selection committee ranked the firms in order of preference. Therefore, the recommendation is for Craven Thompson & Associates, Inc. as the top ranked firm in accordance with the ranking totals attached hereto.

PREVIOUS ACTIONS: Not applicable.

CONCURRENCES: The firm of Craven Thompson & Associates, Inc. was chosen by the selection committee.

FISCAL IMPACT: Yes

Has request been budgeted? Yes

If yes, expected cost: To be negotiated with the highest ranked firm.

Account Name: Development Services Contractual Services Account

Additional Comments: The negotiated contract will be submitted to the Town Council for approval at a future meeting date. The contract will not be negotiated until the T.O.C. project obtains all local, State, and federal approvals.

RECOMMENDATION(S): Motion to approve the resolution.

Attachment(s):

Procurement Authorization

Selection Committee Rankings

Incorporation information

RESOLUTION NO. _____

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, SELECTING THE FIRM OF CRAVEN THOMPSON & ASSOCIATES, INC., TO PROVIDE A STORMWATER MASTER PLAN FOR THE T.O.C. AREA AND AUTHORIZING THE TOWN ADMINISTRATOR OR HIS DESIGNEE TO NEGOTIATE AN AGREEMENT FOR SUCH ENGINEERING SERVICES.

WHEREAS, the Town solicited proposals to provide a stormwater master plan for the T.O.C. area; and

WHEREAS, the selection committee has selected Craven Thompson & Associates, Inc. as the firm best qualified to provide the required services; and

WHEREAS, it is in the Town's best interest to execute a contract for such engineering services.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1. The Town Council of the Town of Davie does hereby accept the selection of Craven Thompson & Associates, Inc. as the firm best qualified to provide the required engineering services and authorizes the Town Administrator or his designee to negotiate an agreement for such software and training services and present that contract for approval at a future meeting date. Should no agreement be reached with the highest ranking firm, then the Town Administrator or his designee shall negotiate with the next ranked firm and present that agreement for approval.

SECTION 2. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____,
2008

BER

Attest:

MAYOR/COUNCILMEM

TOWN CLERK

APPROVED THIS _____ DAY OF _____, 2008

TOWN OF DAVIE PROCUREMENT AUTHORIZATION

ACCOUNT NUMBER.	BUDGET ITEM & DESCRIPTION	APPROXIMATE COST
001-0403-515-0306	T.O.C. Stormwater Master Plan	\$250,000.00

CONT. SVCS.

METHOD OF PROCUREMENT (check the one that applies)

- ☐ Open Competitive Bidding
☐ Piggyback on Contract Number _____
☐ Sole Source or Single Source
☒ Request For Proposals

SPECIFICATIONS & LIST OF VENDORS MUST BE ATTACHED

Signed

3/14/08
Department Head

Have Funds been Reserved REQ. 36971

Date 4/3/08 Signed

Signed

Gary Shuman
Town Administrator

BIDS SUBMITTED

VENDOR	COST
CRAVEN THOMPSON & ASSOCIATES, INC.	RANKED 1 ST
CALVIN GIORDANO & ASSOCIATES, INC.	RANKED 2 ND
ADA ENGINEERING, INC.	RANKED 3 RD
MILLER LEGG	RANKED 4 TH
CHEN & ASSOCIATES	NOT RANKED
MAC TEC	NOT RANKED
LEISMAN & RUSSO	NOT RANKED
INNOVATIVE CIVIL ENGINEERING	NOT RANKED
BCI ENGINEERING & ASSOC	NOT RANKED
R.I. BEHAR & COMPANY	NOT RANKED

Signed

Hub Shuman
Procurement Manager

BID SPECIFICATION COMMITTEE'S RECOMMENDATION

Vendor	Cost
CRAVEN THOMPSON & ASSOCIATES, INC.	RANKED 1 ST

	A	B	C	D	E
1					
2					
3		STORM WATER MASTER PLAN			
4					
5					
6	COMMITTEE MEMBER	CALVIN	ADA	CRAVEN	MILLER
7		GIORDANO	ENGINEERING	THOMPSON	LEGG
8					
9	WACKERMAN		A	B	S
10	R. MUNIZ	2	1	3	4
11	M. DIEZ	2	1	3	4
12	L. NGYUEN	4	3	2	1
13	B. HITCHCOCK	1	3	2	4
14	M. MUNGAL	2	4	1	3
15	H. HYMAN	2	4	1	3
16					
17	TOTAL	13	16	12	19

2ND

3RD

1ST

4TH

**Request for Taxpayer
Identification Number and Certification**

Give form to the
requester. Do not
send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return)

Craven Thompson & Associates, Inc.

Business name, if different from above

Check appropriate box: ☐ Individual/
Sole proprietor

☒ Corporation

☐ Partnership

☐ Other ▶

☐ Exempt from backup
withholding

Address (number, street, and apt. or suite no.)

3563 NW 53rd Street

City, state, and ZIP code

Fort Lauderdale, FL 33309

Requester's name and address (optional)

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

|| | | | | | | |

or

Employer identification number

5 9 0 9 4 8 0 2 9

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. person (including a U.S. resident alien).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 4.)

**Sign
Here**

Signature of
U.S. person ▶

Robert D. Cole, III, P.E. Date ▶ May 1, 2008

Purpose of Form

A person who is required to file an information return with the IRS, must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

U.S. person. Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee.

In 3 above, if applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

For federal tax purposes, you are considered a person if you are:

- An individual who is a citizen or resident of the United States,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, or
- Any estate (other than a foreign estate) or trust. See Regulations sections 301.7701-6(a) and 7(a) for additional information.

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,

Vendor / Bidder Disclosure

I, **Robert D. Cole, III, P.E.**, being first duly sworn state that: The full legal name and business address of the person(s) or entity contracting with the Town of Davie ("Town") are as follows (Post Office addresses are not acceptable):

Name of Individual, Firm or Organization: **Craven Thompson & Associates, Inc.**
 Address: **3563 N.W. 53rd Street**
Fort Lauderdale, Florida 33309
 FEIN **59-0948029**
 State and Date of Incorporation **Florida**

OWNERSHIP DISCLOSURE AFFIDAVIT

1. If the contract or business transaction is with a corporation, the full legal name and business address shall be provided for each officer and director and each stockholder who directly or indirectly holds five percent (5%) or more of the corporation's stock. If the contract or business transaction is with a trust, the full name and address shall be provided for each trustee and each beneficiary. All such names and addresses are as follows (Post Office addresses are not acceptable):

Full Legal Name	Address	Ownership
Thomas M. McDonald, 3563 NW 53rd St., Ft. Lauderdale, FL 33309		90 %
Robert D. Cole, III, P.E., 3563 NW 53rd St., Ft. Lauderdale, FL 33309		10 %
		%
		%

2. The full legal names and business addresses of any other individual (other than subcontractors, materialmen, suppliers, laborers, and lenders) who have, or will have, any legal, equitable, or beneficial interest in the contract or business transaction with the Town are as follows (Post Office addresses are not acceptable):

Full Legal Name	Address
N/A	

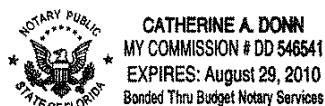
By: [Signature]
Signature of Affiant

Date: May 1, 2008

Robert D. Cole, III, P.E.
Print Name

SUBSCRIBED AND SWORN TO or affirmed before me this 1st day of May, 2008, by Robert D. Cole, III, P.E., he/she is personally known to me or has presented as identification.



[Signature]
Notary Public, State of Florida at Large



Print or Stamp of Notary

Serial Number

My Commission Expires: _____

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Events		Name History		<input type="text" value="Entity Name"/>	
<u>Detail by Entity Name</u>					
<u>Florida Profit Corporation</u>					
CRAVEN, THOMPSON & ASSOCIATES, INC.					
<u>Filing Information</u>					
Document Number	254407				
FEI Number	590948029				
Date Filed	01/01/1962				
State	FL				
Status	ACTIVE				
Last Event	AMENDED AND RESTATED ARTICLES				
Event Date Filed	10/17/1994				
Event Effective Date	NONE				
<u>Principal Address</u>					
3563 NW 53RD STREET FORT LAUDERDALE FL 33309 Changed 06/14/1990					
<u>Mailing Address</u>					
3563 NW 53RD STREET FORT LAUDERDALE FL 33309 Changed 06/14/1990					
<u>Registered Agent Name & Address</u>					
MCDONALD, THOMAS M PRES 3563 NW 53RD ST FT LAUDERDALE FL 33309 US Name Changed: 01/03/2006 Address Changed: 02/22/1995					
<u>Officer/Director Detail</u>					
<u>Name & Address</u>					
Title DPT MCDONALD, THOMAS					

7630 MARBLEHEAD LANE
PARKLAND FL 33067

Title VS

COLE, ROBERT
1629 SE 2ND COURT
FT. LAUDERDALE FL 33301

Title V

HANDLEY, JOSEPH D
1734 N.E. 20TH AVE. UNIT#3
FT. LAUDERDALE FL 33305

Title V

PRYCE, RICHARD
13901 SW 26TH STREET
DAVIE FL 33326

Annual Reports

Report Year Filed Date

2006	01/03/2006
2007	01/08/2007
2008	01/14/2008

Document Images

01/14/2008 -- ANNUAL REPORT	View image in PDF format
01/08/2007 -- ANNUAL REPORT	View image in PDF format
01/03/2006 -- ANNUAL REPORT	View image in PDF format
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02/04/2002 -- ANNUAL REPORT	View image in PDF format
03/27/2001 -- ANNUAL REPORT	View image in PDF format
03/09/2000 -- ANNUAL REPORT	View image in PDF format
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Note: This is not official record. See documents if question or conflict.

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